

McKenzie Towne Council - Board of Directors Meeting

Tuesday, February 17, 2015 at 6:00 p.m.  
McKenzie Towne Hall  
(40 McKenzie Towne Blvd. SE)

MEETING MINUTES

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**ATTENDANCE:** RYAN VOLLMAR; JIM FITZ-MORRIS; ROD TAYLOR; SHAUNNA BOYD; BRIAN HENDERSON;  
ROB VAN GASTEL; UTE DAVIES; JAMES BOYLE

**REGRETS:** LAURA ST. CROIX; SHELLEY WARK-MARTYN; MALIK AMERY; DON REID

**GUESTS:** CHRISTINE HEMMINGER – GENERAL MANAGER

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**ITEM**

1. **Call to Order** - Meeting called to order at 6:13 p.m.
2. **In Camera** – Directors went into In Camera from 6:14 p.m. to 6:32 p.m.
3. **Open Meeting** – began at 6:32 p.m.
4. **Introduction and Attendance**  
  
Rob Van Gastel proposed that we acknowledge the absence of Malik Amery, Don Reid, Shelley Wark-Martyn and Laura St. Croix.  
  
**MOTION:** “To excuse Malik Amery, Don Reid, Shelley Wark-Martyn and Laura St. Croix from the meeting with reason”.  
Moved by: James Boyle; Seconded by: Rod Taylor. **CARRIED**
5. **Amendments to Meeting Agenda**  
  
Rob Van Gastel requested the addition of 9C – Board Resignations.  
  
**MOTION:** “That we amend the agenda to include item 9C – Board Resignations.”  
Moved by: Jim Fitz-Morris; Seconded by: James Boyle. **CARRIED**
6. **Guests** – None
7. **Approval of Meeting Minutes**  
  
**MOTION:** “That we approve the January 20, 2015 minutes as circulated.”  
Moved by: Shaunna Boyd; Seconded by: Brian Henderson. **CARRIED**
8. **Committee Reports**
  - A. **Executive Committee** - Has not met, no report.
  - B. **HR/Compensation Committee** – Has not met, no report
  - C. **Finance/IT/Budget Committee** – Has not met, no report
    - i) September, October, November and December 2014 Financial Reports

Action Items:

**MOTION:** "To approve the September to December 2014 Financial Reports as circulated."  
Moved by: Rod Taylor; Seconded by: Shaunna Boyd. **CARRIED**

Action Items:

#### D. Operations Committee

- i) Terms of Reference Agreement – Jim Fitz-Morris presented the committee's TOR for approval.

**MOTION:** "That we approve the Operations Committee TOR as circulated with the following amendments: page 1 bullet #1 add - or designate to the end of the statement; page 2 Membership – change minuted to appointed; page 2 Quorum – add President will be an ex-officio member."  
Moved by: Ute Davies; Seconded by: James Boyle. **CARRIED**

- ii) Record of Meeting – The committee met on January 27, February 3<sup>rd</sup> and 10<sup>th</sup> to discuss next steps. Jim Fitz-Morris is appointed as Chair of the committee, while James Boyle will serve as Secretary.

The committee introduced the idea of changing the corporations' logo to better identify MTC as a distinct legal and functional entity within the community. The new logo will not replace the traditional Brookfield owned logo, it will only be used for official Council business purposes and where the distinction is necessary and appropriate.

Ops to come up with a strategic plan on how to introduce and market the new logo to the residents

**MOTION:** "That we approve the change of logos as presented."  
Moved by: Jim Fitz-Morris; Seconded by: James Boyle. **CARRIED**

McKenzie Towne logo – currently owned by Brookfield – GM to ask if they will give MTC the logo license for their use

Stampede Breakfast – the committee reviewed the requirements of running the stampede breakfast in the community and whether they were willing to spearhead the event. Recommendation was that MTC would not take on that role.

**MOTION:** "That the President will draft a letter to the McKenzie Towne Stampede Day Committee advising them of our position."  
Moved by: Jim Fitz-Morris; Seconded by: James Boyle. **CARRIED**

President to send a letter to the McKenzie Towne Stampede Day Committee

E. Policy Committee – has not met, no report

#### 9. Other Business

##### A. McKenzie Towne Plaza – History Discussion

Ryan Vollmar went over the history of the plaza going back to 2012 when it was first introduced to the residents of McKenzie Towne through the AGM mailer.

**MOTION:** "Council endorses the idea that we work toward the development of the MTC Plaza Park and what it consists of."  
Moved by: Rob Van Gastel; Seconded by: James Boyle. **CARRIED**

Concept of Strategic Planning to be put on the next agenda for discussion

**MOTION:** "Any further requests for moneys for significant construction and development of the MTC Plaza Park go before a meeting of the residents for a vote."  
Moved by: Rob Van Gastel; Seconded by: Ryan Vollmar. **CARRIED**

**B. Correspondence – NTL Newhook Trenching – Shaw Cable Systems cable installation**

Shaw Cable has been installing fibre optic lines along the fence of MTC property, a letter stating that they would repair the property back to its original state once the install was complete was accepted as circulated.

**C. Board Resignations**

**MOTION:** “Effective immediately MTC accepts Ryan Vollmar’s resignation from the Board. In addition to that, MTC accepts Rod Taylor’s resignation from the Board effective March 31, 2015.”  
Moved by: Brian Henderson; Seconded by: Rob Van Gastel.

**CARRIED**

Rob Van Gastel stated that he thanks Ryan and Rod for all of the good work that they have done while on the Board in the past and that there is always a seat at the table for them in the future.

He also stated that Budget approval is scheduled for April 21, 2015. Sub-committees need to meet and get their requests in to the Finance Committee.

**10. Next Meeting Dates**

**Next Meeting Dates:** Tuesday, March 17; Tuesday, April 21, 2015. NOTE: The board meets every third Tuesday of the month.

**11. Adjournment – Meeting adjourned at 8:47 p.m.**

Action Items:

Sub Committees to meet and get their Budget requests into the Finance Committee